Army HSMS Newsletter

15 AUGUST 2001

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HSMS V2.3 UPDATE

HSMS Development

HSMS 2.3 Service Pack 2 has been accepted by DESCIM. SP2 incorporates 31 ECPs approved at the April Joint Service CCB. Functionality requested by Army installations as well as functional improvements have been incorporated into SP2.

Currently, a total of 46 installations have been converted to V2.3 SP1. Upgrades from SP1 have not been initiated.

HSMS V2.4 development is currently on going. It will include over 70 ECPs that will enhance V2.3. A pre-release has been issued to the Army for testing. The final release incorporating service comments is expected by mid-September with fielding to occur in the fall.

Hardware Upgrades

Two scanners (Symbol PDT7240) and docking stations are being shipped to each HSMS installation. The CAO has developed install instructions and are including those with the shipments. Shipping to installations is currently in progress.

Interfaces

The Logistics Interface Utility (LIU) has been tested and accepted by the Army for fielding. The LIU will allow data transfer from SARSS/ILAP and IFS/Supply 2000 into HSMS, thereby reducing the need for double entry of data. The Communication Interface Utility (CIU) will be a centralized server that will filter data prior to sending data to specific installations for processing by the LIU. We expect the LIU and CIU to be fully operational this later this summer.

The ECP for the HSMS-HMIS interface has been submitted and approved for V2.4. Please be aware that the Hazardous Materials Information System (HMIS) will be changing their name to the Hazardous Materials Information Resource System (HMIRS) in April 2002. An ECP for an interface with the Defense Reutilization and Marketing System (DRMS) applications for DD1348 processing has also been approved for V2.4.

Crystal Reports

The Crystal Reports repository that consists of the 27 most commonly used Crystal Reports have been converted to the V2.3 format and have been validated against a V2.3 database. They are now available from the CAO. After your installation is upgraded to V2.3, please contact the CAO to obtain the new Crystal Reports or download them from the AEC HSMS web site.

PICATINNY ARSENAL SUCCESS STORY

Balancing mission with environmental requirements is a difficult challenge for military installations. That balance is particularly difficult to achieve if the mission involves more than 30,000 hazardous material containers, many of which are used to conduct extensive laboratory testing and formulation development.

To manage that challenge Picatinny Arsenal, N.J., one of the nation's largest research and development facilities, has implemented a Hazardous Substance Management System (HSMS) for "cradle to grave" tracking and management of hazardous materials stored on the Arsenal.

The goal of Picatinny's Hazardous Materials Management Team is to reduce the amount of hazardous substances maintained on the installation by utilizing a "just in time" management approach. HSMS gave the team the tool necessary to reach that goal. Using HSMS is leading to better control of purchasing, increased inventory control, reductions in waste volume, and improved working safety conditions. HSMS is also helping Picatinny Arsenal with its regulatory reporting to the state of New Jersey.

In 1998, the Arsenal's Hazardous Materials Management Team took the first step by establishing a central management and storage facility know as a HAZMART. This is the facility where the installation staff receives, distributes, stores and tracks all hazardous materials used on the Arsenal.

The Picatinny Team designed the HAZMART as a state-of-the-art facility. The building includes six hazardous material storage lockers capable of safely storing many different classes of hazardous materials. Hazardous materials stored at the HAZMART include all of the Department of Transportation's hazard classes: oxidizers, poisons, corrosive material, flammable material, and dangerous-when-wet materials. Each storage locker is equipped with individual alarms and fire suppression systems. Storage locker shelving has primary spill containment and secondary spill containment is built into the flooring of each locker. Independent fire alarms for each locker are connected directly to the fire department. Emergency eyewash stations spill containment kits and an overhead shower are included in the facility to increase the safety of the operations. Additionally, tertiary spill containment is built into the main warehouse as well as a sprinkler system that adds an additional fire suppression feature for the entire warehouse facility.

Just as important as the HAZMART, the installation team also created business practices that promoted more effective management of hazardous materials and hazardous waste. One building from each of the Arsenal's nine main directorates was brought on-line to establish an initial operating capability. Implementing HSMS began with a physical inventory of each of those buildings and entering the information into the HSMS database. The hazardous materials in each building were then given barcodes. During the inventory process, the team identified material containers that were no longer required. The building manager then designated them for disposal as hazardous waste.

Those items not being utilized by the particular building manager but whose contents remained in useable condition were transported to the HAZMART and stored in appropriate storage lockers to meet other installation needs. HSMS therefore can search for and find hazardous materials already used or stored on the installation. This capability provides opportunities for the installation staff to share hazardous material resources. This business practice saves money by minimizing the need for purchases of small quantities or immediate-need situations. It also reduces unnecessary waste disposal and protects the environment.

Contributed by Picatinny Arsenal.

ARMY HSMS BREAKOUT SESSION

The Army Breakout Session for the upcoming P2 Conference in San Antonio, TX will be conducted on 20 August 2001. The following agenda is provided.

0830 – 0855 PROGRAM OVERVIEW

- PDSS
- The Future of HSMS Program
  - Reimbursable Implementation Support
  - Data Analysis/ Policy Development
  - Environmental Program Requirements (EPR)

0900 - 0915 HSMS INTERFACES

0920 – 0945 HSMS SOFTWARE

- HSMS Version 2.3 Status
- HSMS Version 2.3 Status
- Engineering change Proposal (ECP) Process

0950 - 1000 HSMS HARDWARE

- Remote Bar Code Equipment
- Server upgrades

----- BREAK -----

1015 - 1115 SUCCESS STORIES

- Detroit Arsenal
- 8th Army
- TRADOC

1120 -1200 OPEN FORUM

HSMS DEMONSTRATIONS

In addition to the breakout session, demonstrations of HSMS 2.3 sp2 and HSMS 2.4 (beta) will be conducted in the Resource Room at the Conference Center. These demonstrations will take place on Monday, Tuesday and Wednesday afternoons from 1400-1600. The only exception is that HSMS version 2.4 (beta) will not be demonstrated on Monday.

For more information and discussions on these applications, stop by the DESCIM and AEC booths during the exhibition hours.

Contributed by the Army Environmental Center

INVENTORY STATUS IN HSMS 2.3

The inventory status of products in the HSMS database affects how you search for inventory items as well as the options available for the disposition of materials in the system. The inventory status is based on the transactions that have occurred for each product. When a receipt is processed for a product (Materials…Receipts…New Receipt), the product becomes part of the current inventory and exists in an "Available" status in the database. The product remains in an "Available" status until it is issued to a user. Once an issue is performed (Materials…Inventory…Issue), the product's status is changed to "Issued". At any given time, the majority of products that exist in the HSMS database are either "Available" or "Issued", and the transactions that are available to be performed with each product depends on the product's status. A third status results from performing the Change Location with Intransit option transaction (Materials…Inventory…Change Location [with a checkmark placed in the Perform Intransit Option checkbox]). This transaction is available for any product that currently exists in an "Available" status in inventory. The Change Location with Intransit option transaction changes the status of the material from "Available" to "Intransit". When a product is in an "Intransit" status it cannot be issued to a user. Therefore, the Transfer Confirmation transaction must be performed (Materials…Inventory…Transfer Confirmation) to change the product's status from "Intransit" back to "Available" prior to being able to perform an issue.

These distinctions in product status can be used when searching for items from the Material…Inventory search screen. The Inventory Status box on this screen allows you to search for products by their status. Four options are available: "On-Hand", "Available", "Issued", and "Intransit". Searching for products that are "Available" will return products that exist in an "Available" status. Likewise, searching for products that are "Issued" will return products that exist in an "Issued" status. Searching for "Intransit" products will return products in an "Intransit" status. This search option is useful when you wish to perform the Transfer Confirmation transaction and are searching for products whose location has been changed. The "On-Hand" option will show you all products regardless of their status. That is, searching for "On-Hand" products will return products that are "Available", "Issued", and "Intransit". These search options can be combined by adding a checkmark to the box next to any combination of the status choices. In this way you can search for both "Available" and "Issued" products or for both "Available" and "Intransit" products, etc. Checking the "On-Hand" box alone results in the same search as checking the combination of "Available", "Issued", and "Intransit". You also can use these status search options in combination with other search options on the inventory search screen. However, you should be certain that you understand what you're searching for. For example, you may want to check the inventory at one of your customer

locations. To do this, you would want to search by both Location and "Issued" status, since all of the materials at a customer location would have been issued to the customer. If you instead searched by both Location and "Available" status, you would not find any products. This is because none of the products at your customer location would be in an "Available" status. If your inventory searches are not returning what you expect, be certain to check which options you have selected in the Inventory Status box.

Finally, the status of an inventory item affects the options that are available for performing material dispositions (Material…Inventory…Disposition). Items in an "Issue" status can be dispositioned in four ways: Used, Returned, Disposed, or Lost/Spilled. In contrast, items that are in an "Available" state only can be dispositioned as Disposed. This is because an item in an "Available" status in the database is in a storage location in reality. Therefore, you would only need to disposition the item if the product's shelf life has expired and the product has become hazardous waste. To accomplish this, you would need to disposition the item as Disposed. Therefore, this is the only option available to you.

Contributed by Jennifer Dieudonné Mehalik, Dynamac Corporation

CRYSTAL REPORTS

Can't run the new Crystal Reports? The top twenty-seven Crystal Reports were modified to extract data from the HSMS 2.3 database. Those reports are available for download from the U.S. Army Environmental Center's web site at

http://aec.army.mil:8080/prod/usaec/et/p2/hsms_07a.htm

The updated reports can be found after clicking on "New Crystal Reports." You will see the following message.

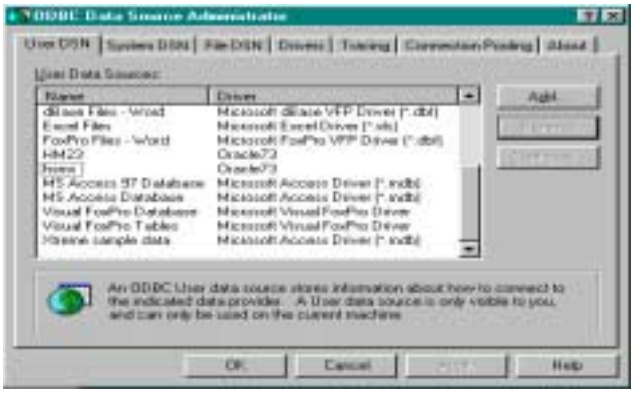
Please note:
Twenty-seven new Crystal Reports are now available in a single Zip file; these reports can only be used with HSMS Version 2.3.

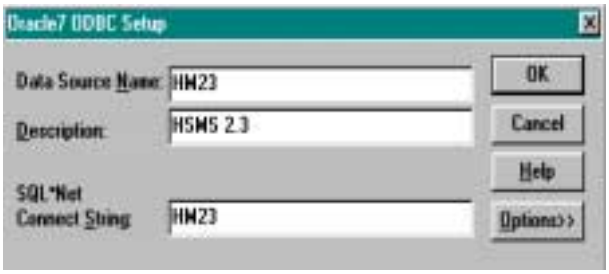
To download the file containing the reports, click on "Zip File."

…or you can select the URL directly to download the reports:

http://aec.army.mil:8080/prod/files/cr27reports.zip
If you have downloaded the new Crystal Reports, but can't get them to run try this. From your **Start** menu, select **Programs, then Seagate Crystal Reports, and then 32 bit ODBC Administrator**. You should have a User DSN listed with the name "hsms" or "hm23."

Highlight the **hm23** entry and click the Configure button.





If the Oracle 7 ODBC Setup does not look like the one above, edit the entries so that your entries match those above.

If you do not have an **hm23** entry, add a new ODBC DSN for HSMS 2.3 by clicking on the Add button in the ODBC Data Source Administrator.

Highlight the **Oracle73** ODBC driver from the list and click the Finish button.

Make sure the settings you enter match those discussed earlier.

Your entries in the Oracle7 ODBC Setup box must match the correct configuration or you will not be able to access the HSMS 2.3 database when using Crystal Reports.

If you try the steps listed above and you still have trouble refreshing the reports, you may need to set the location within the report.

Please contact the CAO if you have questions regarding the configuration.

Contributed by Jimmy Miller, Dynamac Corporation

HSMS REMOTE BAR CODE (RBC) EQUIPMENT TIPS

The Remote Bar Code (RBC) equipment is being shipped to all sites that have been migrated to HSMS 2.3 SP1. There are a few issues that the receiving sites need to be aware of prior to using this equipment.

1. The documentation that was provided by the CAO simply **enhances** Appendix D of the Software Users Manual on the installation of the RBC equipment. Prior to using the RBC equipment, you should print the Software Users Manual, which is on the SP1 CD you received.

2. Appendices E, F, and G, as stated in Appendix D of the Software Users Manual, provide instructions on how to process transactions using the RBC equipment.

3. When using the RBC equipment you should use the eraser end of a pencil or some other small blunt object of the same size when accessing the screen. Fingers are often too large and sharp pointed objects are not recommended as they could damage the RBC equipment screen.

4. One command listed in Appendices E, F, and G has been identified as not existing on the screen of the RBC equipment. This command is "QUIT." The actual command is "BK" (located in the upper left hand side of the scanner) and this must be used until the "Main Menu" re-appears on the screen. This will save the data that you have entered into the remote terminal.

As always, if you have additional issues or questions using this equipment, please contact the CAO at (888) 800-7242, e-mail: hsms@saic.com.

Contributed by Diane Stephens, PO-HSMS

FUNCTIONALITY NEW TO HSMS 2.3

In addition to the dramatic improvement in appearance, layout, and navigation provided by the new windows-based HSMS 2.3 software, new functionality incorporated into the system also has greatly improved the program. For this month and next month this column will be devoted to highlighting the new functionality.

Place Record on Hold: In HSMS 2.2 if you were unable to complete all of the required fields of a new data record, you were unable to store the record. This meant that you would loose the information that you had entered into the record. HSMS 2.3 now provides you with a way to store partially completed records. This new feature can be accessed using the **File…Place Record on Hold** menu topic. Accessing this topic and providing a name for the stored record can save any partially completed record. The record then is saved in a temporary location in the database under your login ID. When you are ready to complete the record, simply return to the associated module topic, access a new, blank record, and select the **File…Recall Record on Hold** menu topic. You then are able to complete all required fields and can save the completed record.

Filtering: Although limited search capabilities were available in HSMS 2.2 by way of the F2 lookup feature, the ability to Filter for information is new to HSMS 2.3. Filtering is available from any data grid by clicking on the **Filter For** button in the upper left-hand corner of the data grid window. You then are able to specify up to 8 search criteria in the filtering window. This functionality is a powerful search tool that allows you to extract specific subsets of data from your HSMS database.

Data Snapshot: This feature provides you with a quick and easy way to extract data from your HSMS database or to export graphical images of screens. This feature either can be accessed by using the **File…Data Snapshot** menu topic or by clicking on the **Camera** icon in the Toolbar. The Data Snapshot feature will capture the information associated with the active window in your display area. If the active window is a data entry screen, the snapshot will capture a graphical image of the window. This image then can be pasted into another application such as Microsoft Word. This functionality can be useful for capturing step-by-step screen images when writing SOPs on how to enter data into the

HSMS system based on your facility's business practices. On the other hand, if the active window is a data grid, the snapshot feature will capture the data records contained in the grid. This information then can be pasted into another software application such as Microsoft Excel that allows for data manipulation. Combining this feature with the Filtering feature can be useful for creating simple reports.

Installation-Organization (I-O) Relationship: This new feature allows you to segregate your HSMS database into distinct entities for the purpose of environmental reporting. Remember that your HSMS database tracks both a physical inventory and a chemical inventory associated with HMs. The I-O Relationship allows you to segregate the chemical inventory in your database into distinct entities. This way a separate environmental report can be created for each, separate chemical inventory. To accomplish this you should create a separate Installation-Organization pairing in your database for each reportable entity. Check with your facility's Environmental Office to determine your environmental reporting requirements.

Contributed by Jennifer Dieudonné Mehalik, Dynamac Corporation

HSMS TRAINING DATES

All ADBM and FUT-S classes scheduled for this FY have been completed. Requirements for additional training sessions this FY will be assessed at the next Training Committee Meeting. When the new schedule is assembled, it will be disseminated through the Newsletter.

ADBMs have first priority for available course slots. Army GS employees, followed by installation on-site HSMS contractor, Corps of Engineer HSMS implementation contractors and others are welcome to attend on a space available basis. The course is open to all personnel with Army HSMS associated individuals having priority. The AEC funds the course instruction. In addition, AEC provides travel and per diem funding for one attendee **per newly implementing installation**. Replacement ADBMs or additional personnel must be funded by the respective site or organization for the travel and per diem.

Functional User Training – Sustainment (FUT-S). FUT-S is hands-on user training available to installations that have implemented HSMS. FUT-S is designed as non-installation specific hands-on user training which is geared toward new users or users looking for refresher training on the functionality of the HSMS software. FUT-S instruction includes all HSMS software modules. FUT-S provides installations with a mechanism to help train personnel who are new to the program due to personnel rotation and support for advanced learning initiatives.

NOTE: If your installation has HSMS Users that did not or were not able to attend v2.3 transition training then AEC highly recommends the FUT-S. The AEC funds the course instruction. Installations or the sending organization must fund the attendee travel and per diem for course attendance.

For more information on ADBM or FUT-S Training, please contact: William Tagalicod at (410) 436-7076 via email at **william.tagalicod@aec.apgea.army.mil.**

Contributed by the Army Environmental Center and Dynamac Corporation

HSMS WEBPAGE

New information has been posted to the HSMS Webpage at http://aec.army.mil Click on the HSMS Logo.

Contributed by the Army Environmental Center

MATERIAL SAFETY DATA SHEETS (MSDS)

Army users may now access a DoD web site to view and print MSDSs. The web site is operated by the Defense Logistics Information Service and contains the same data that is available on the Hazardous Materials Information System quarterly CD-ROMs (DoD 6050.5-L). The web site is at http://www.dlis.dla.mil/hmis/ For further information, contact Sandy Gorba, U.S. Army Packaging, Storage, & Containerization Center, DSN: 795-6622 or Pat Cowin, U.S. Army Center for Health Promotion and Preventive Medicine, DSN: 584-5484.

HazMat on the Web is also available via this Air Force website www.hazmat48.wpafb.af.mil and provides free access to such information as MSDSs, Environmental Safety and Occupational Health (ESOH) information, and EPA/DOT/OSHA/NRC rules and regulations. HazMat on the Web is used widely throughout the Air Force in many Environmental, Safety and Occupational, Health

organizations, as well as other base support, research and development, and acquisition agencies. HazMat on the Web provides centralized access to information for specialists such as Industrial Hygienists, Health and Safety Professionals, HazMat Teams, Environmental Experts, Toxicologists, and Occupational, Primary Care and Emergency personnel. If you have any suggestions or comments, please email Pam Hixon at pam.hixon@wpafb.af.mil or Glerick Dale at glerick.dale@wpafb.af.mil . For immediate support, you can call (DSN) 785-6815 or (commercial) 937-255-6815.

Contributed by the Army Environmental Center

NEW ADBMS?

Due to a variety of circumstances, installations may experience personnel turnover/change. If your installation experiences a change in ADBM personnel, PLEASE contact the CAO ASAP at (888) 800-7242 or hsms@saic.com with the contact information for the new ADBM.

NEW INSTALLATION POC?

As installations experience personnel turnover, the installation HSMS POC may change. If your installation experiences a change in the HSMS POC, PLEASE contact Mr. Bill Tagalicod at (410) 436-1241 or william.tagalicod@aec.apgea.army.mil with the new contact information.

Contributed by the Army Environmental Center

PROBLEM REPORTS

PROBLEM:

The user encountered a couple of situations where on the receipt screen; the information under the Material Information part of the screen was not accessible if they manually typed in the NSN (which tends to be faster than using the drop-down menu). The cursor would NOT go to any fields under Material Information. In fact, the Material Information was grayed out. If they used the drop down menu, the problem did not occur.

RESOLUTION:

ECP # DESNAV-0005 was incorporated into HSMS 2.3 SP2 to address this problem.

PROBLEM:

Error Number: -2147217887
Description: Multiple-step operation generated errors. Check each status value.In:
frmM_MSDSEdit.cmdSave_ClickAt: Line 1

While adding or editing an MSDS, go to the Physical Properties tab. If the user has a range for the VOC Content (lbs/gal), the user can type in 5.3-6.7 and upon loosing focus, the system will concatenate the field to 5.3. This is not true if the VOC Content is (grams/liter). The above error message appears when saved. The current work around is to enter in the low VOC range for grams/liter.

RESOLUTION:

The data entry procedure requires a single value in EITHER lbs/gl OR grams/liter. When the value for one is entered, HSMS calculates the corresponding value for the other. Both of these fields are numeric and were not designed to accept a range of values.

PROBLEM:

The HMCC was trying to enter a new record into Master Inventory. After they had entered the data into the mandatory fields & tried to save the record, they received the following message:
Error Number-2147217913
Description: ORA-01722: invalid number
In: frmM_Mast_InvEdit.cmdSave_Click At Line: 1

RESOLUTION:

The problem in the Master Inventory module is known to exist in HSMS 2.3 SP1 and is being fixed in SP2. The user was provided a workaround using the ellipses and/or function key look up for selecting MSDS and NSN.

PROBLEM:

Current configuration is HSMS2.2 SP3B. User is attempting to add a battery to the database:
NSN: 6140-01-457-4260
DESC: Battery, Wet, filled with acid
Each is 12 volt weighing 55 lbs.
User wants to know how to properly enter the part in the database.

RESOLUTION:

The following recommendation was made on entering lead/acid wet batteries into the database: UOI as EA, Components = 1, Container Size = 55 and UOM, Optimal

UOU = LB. The Chemical percentages are entered in the Chemical Constituents portion of the MSDS.

Contributed by the Functional Response Cell, Dynamac Corporation

PURPOSE OF THIS REPORT

The purpose of this newsletter is to keep the U.S. Army community abreast of ongoing activities associated with the implementation of HSMS and to distribute summary articles that provide useful items of interest to all concerned members. It is recognized that this publication now transcends the Army community and embraces other military services and Federal agencies. This Newsletter is not limited to items of interest focused on the HSMS software but encompasses the entire spectrum of hazardous materials and waste management business practices as they pertain to the HSMS Program.

Everyone is invited to submit articles, problem descriptions, comments, or other pertinent information of interest to fellow members. If possible, keep article size to one-half to three-quarters of a page. Mail (e-mail) your items for publication, and we will add them to the newsletter version that follows their receipt.

Send all input to: HSMSNews@dynamac.com

PRIMARY POINTS OF CONTACT

NAME	ORGANIZATION	PHONE/E-MAIL
Bob Schroeder	ACSIM/ODEP	(703) 693-0544 schroede@petagon-acsim1.army.mil
Tom Guinivan	USAEC Program Manager	(410) 436-1222 thomas.guinivan@aec.apgea.army.mil
Stan Childs	USAEC Team Leader	(410) 436-1215 astman.childs@aec.apgea.army.mil
David Zuckerman	USAEC Project Officer	(410) 436-7072 david.zuckerman@aec.apgea.army.mil
Bill Tagalicod	USAEC Project Officer	(410) 436-7076 william.tagalicod@aec.apgea.army.mil
Guri Glass	PO-HSMS	(703) 806-0500 guri.glass@peostamis.belvoir.army.mil
Diane Stephens	PO-HSMS	(703) 806-3058 diane.stephens@peostamis.belvoir.army.mil
Pat O'Conner	PO-HSMS	(703) 806-0532 oconnorp@peosstamis.belvoir.army.mil
Bob Fenlason	HQ-USACE	(202) 761-8801 bob.w.fenlason@usace.army.mil
Bobby Shelton	USACE Fort Worth	(817) 978-3069 bobby.l.shelton@swf01.usace.army.mil
Les Schmittner	USACE Sacramento	(916) 557-7812 lschmittner@spk.usace.army.mil
Randy Chong	USACE Europe	Randy.R.Chong@NAU02.usace.army.mil
CAO	Customer Assistance Office	(888) 800-7242 hsms@saic.com

UPCOMING EVENTS

AUGUST 2001	
13 August – 1 September	Fort Stewart – Inventory
20-23 August	P2 Conference San Antonio, TX
20-24 August	Camp Casey Installation
27 August – 1 September	Camp Casey – FUT
SEPTEMBER 2001	
4-14 September	Camp Casey – Inventory
10-14 September	104th ASG Functional Implementation Process Support
10-14 September	98th ASG Functional Implementation Process Support
17-21 September	104th and 6th ASG Functional Implementation Process Support

NOTE: All dates for USAREUR implementation activities are tentative at this time.

On line???
Check out our web site at:
http:/aec.army.mil/prod/useaec/et/p2/hsms_01.htm

Articles express the opinions of authors, not the Department of Defense or any of its agencies, and do not change or supersede official Army publications.

HSMS ACTVITIES

At the

Pollution Prevention and Hazardous Waste Management Conference

Monday, 20 August. U.S. Army HSMS Breakout Session, Room 207 AB

0830 – 0855 **PROGRAM OVERVIEW**
- PDSS
- The Future of HSMS Program

0900 - 0915 **HSMS INTERFACES**

0920 - 0945 **HSMS SOFTWARE**
- HSMS Version 2.3 Status
- HSMS Version 2.4 Status
- Engineering change Proposal (ECP) Process

0950 –1000 **HSMS HARDWARE**
- Remote Bar Code Equipment
- Server upgrades

1015 - 1115 **SUCCESS STORIES**
- Detroit Arsenal
- 8th Army
- TRADOC

1120 -1200 **OPEN FORUM**

Wednesday, 22 August. HSMS Sessions, Room 214 AB

0800 - 0825 *"Hazardous Substance Management System 2.3"* (Mr. G. Brush, DESCIM)

0830 - 0855 *"What's Next for the Army HSMS Program?"* (Mr. S Childs, AEC)

0900 - 0955 *"HSMS Supporting Hazardous Waste Tracking"* (Ms K. Wray, Dynamac Corp.)

1030 - 1125 *"HSMS Supporting Regulatory Requirements"* (Mr. J. Pritz, Dynamac Corp.)

1130 -1155 *"HSMS 2.3 Demo. & Crystal Report Development"* (Mr. J. Hartley, Dynamac Corp.)